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For Immediate Release

ATC Announces New Online Processes for Permits, Training

INDIANAPOLIS (Oct. 1) – The Indiana Alcohol & Tobacco Commission announced today that employees at licensed establishments can now get statutorily-required training and alcohol permits online.

Expanding on the ATC's previous efforts to make employee permit renewals easier by allowing applications online, now all employee permit applicants may apply online. First-time employee permit applicants, as well as those applying for restricted employee permits, may complete the entire application process online.

Statutorily-required server training can now also be completed online – for free – at: <http://www.in.gov/atc/2659.htm>. Previously, these classes had to be completed in person.

Employee permits may be applied for on the ATC's website: <http://www.in.gov/atc/2641.htm>. Employee permits are required for bartenders, managers and alcohol servers at clubs, restaurants and bars and clerks at package liquor stores. The new online application process will significantly reduce the wait time to receive a permit. Applicants will receive permits in the mail within one to two weeks.

To renew an existing employee or volunteer employee permit, applicants will need to have their current permit number and last four digits of their Social Security Number. The permit number serves as the login username. Permit numbers can be found online at: <https://mylicense.in.gov/everification/>.

Employee permits may be renewed 90 days prior to their expiration dates. Permits that have already expired may only be renewed online only if they have been expired less than four months. If an applicant has recently submitted a paper application, he or she may not submit a second online application.

Additional information on employee permits can be found online at: <http://www.in.gov/atc/2641.htm>.